



THURSTON COUNTY STEERING COMMITTEE
Compassion of Individuals, Power of Community



AGENDA

March 9, 2016; 2:00-4:00 p.m. @ Department of Health, 111 Israel Rd., Tumwater (TC2) Room 158

Call in number: (877) 351-4402; Pass code 5494082

Documents Provided: None

Invitees:	<input type="checkbox"/> Kelly Wilson	<input checked="" type="checkbox"/> Cheryl Sattelberg	<input checked="" type="checkbox"/> Jennifer Inman By Phone	<input type="checkbox"/> Chassidy Naputi	SOS Staff: <input type="checkbox"/> Stephanie Horn <input checked="" type="checkbox"/> Philip Kerrigan <input type="checkbox"/> Heather Lucas <input type="checkbox"/> Dawn Sanquist
	<input checked="" type="checkbox"/> Evelyn Hinken	<input checked="" type="checkbox"/> Lori Tranmer	<input checked="" type="checkbox"/> Jennifer Montgomery	<input checked="" type="checkbox"/> Randy Ryan	
	<input checked="" type="checkbox"/> Sandy Mitchell	<input checked="" type="checkbox"/> Melissa VanGorkom By Phone	<input checked="" type="checkbox"/> Sherry Thomas	<input type="checkbox"/> Pam Scott	
	<input checked="" type="checkbox"/> Denise Clark By Phone				

Time	Agenda Item	Presenter	Notes/Action Items
2:00 – 2:05	TCSC Announcements	Kelly/Denise	They met last week. They have new TCSC interest forms ready for the recognition event. Kelly is working on table signs and food signs for the recognition event. Denise will send out the volunteer sign up sheet for the recognition event.
2:05 – 2:15	State Announcements	Philip/Dawn	May 10 th is the Leadership Breakfast at the Red Lion. Philip will open the invitation to all CFD volunteers at the recognition event.
2:15 – 3:00	Recognition Event – Food Coordination Centerpieces Volunteer Sign-Up	Philip/Denise Evelyn Denise	Philip shared the following: The doors will open at 5 pm. There will be a photo booth like last year with 80s and St Patrick's Day themed items. There will be a check in table. And another table that doesn't need to be staffed that will have information about upcoming events from our various charity organizations. There will be a big Hallmark card for folks to sign for Andy Keller who had her surgeries and is recovering nicely. Philip will make an announcement at the beginning of the event.



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			<p>Right now we are at 153 guests. He anticipates we will get to 175. 70 of the guests are nominees and 53 are “guests”.</p> <p>Food will be in the separate room like last year. We have green beer and wine. The wine is provided by Ron Holcom—his way of saying thank you to the volunteers.</p> <p>Philip will do the welcome and pass the mike to Denise and Kelly. Slides will show the nominees and Denise and Kelly will announce the winners.</p> <p>Jennifer from South Sound Reading Foundation will do a presentation and a video.</p> <p>Stephanie will present the state wide awards.</p> <p>Door Prizes then what’s ahead for the year to come. Sherry will locate shamrock stickers for under the chairs for door prizes.</p> <p>Video at the end.</p> <p>Sometime during the evening mention will be made that interest forms for TCSC are available.</p> <p>Jennifer Inman found out that the dishwasher at the Community Center should hold the roasting pans.</p> <p>Right now CFD staff have 7 roasters. They need more. Get them to CFD by Wednesday morning the 16th. They will make arrangements to pick up if you can’t deliver. Jennifer, Sherry and Melissa are checking to see if they have access to some they can provide.</p> <p>We will have Corned beef and cabbage, potatoes and carrots cooked in vegetable broth for vegetarian/vegan diets, Beef stew, rolls and butter, green salad and dressings and 3 sheet cakes. Also water and soda.</p> <p>We are our own catering company this year so</p>
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			<p>there will be need for clean-up assistance. The option is part of the sign-up sheet.</p> <p>Evelyn shared there are 25 table representatives and 3 alternates. Evelyn will check in with the Food Bank who didn't use sign up genius to register.</p> <p>There will be 8 seats per table and Evelyn will send out a note to the charities updating the number from 10 to 8 in case they are bringing brochures, etc.</p> <p>Kelly is making signs for the tables as to who will be decorating where.</p> <p>SOS and Sandy Mitchell at HCA will be drop off points for those charities that can't make it on Thursday to decorate.</p>
3:00 – 3:15	SharePoint	Jennifer Inman	<p>Jennifer is checking out how we might be able to use SharePoint as a location for our documents, discussion boards, etc. If it is an set up within the State Government Network, those at WSP, DOC, DOT and not at a state agency will need to have SAW access to get into the SharePoint site.</p> <p>Kelly, Jennifer and Denise will have further discussions and let us know.</p>
3:15 – 3:30	Boys & Girls Club Breakfast	Philip	<p>The Boys and Girls Club Foundation for the Future breakfast is scheduled for Thursday, May 19th. It is from 7:30 am to 9:00 am. They are willing to provide us a table and either Kelly or Denise could be table captain. The group showed interest in attending. Denise and Kelly will discuss when Kelly gets back.</p> <p>He also asked them if they need set up assistance. He will let us know if they do and then we can sign up.</p>



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3:30 – 4:00	Roundtable	All	Sherry mentioned they will be challenging Ecology for the Well Fed Well Read fundraising.

Next Meeting: April 13th from 2:00-4:00 p.m. @ DOH, 111 Israel Road (TC2) Room 145